



NARASARAOPETA **ENGINEERING COLLEGE**

(AUTONOMOUS)

Approved by AICTE, New Delhi & Permanently Affiliated to JNTUK, Kakinada

Accredited by NBA (ECE, CSE) & NAAC with “A⁺” Grade

Kotappakonda Road, Yellamanda (Post), Narasaraopet — 522 601,

Guntur (Dt), A.P, India



STUDENTS HAND BOOK

2023-2024

IMPORTANT

This handbook is a document for the help of students to provide information. At the time of admission every student shall be required to sign a declaration that on admission, he/she submits himself / herself to the disciplinary rules & regulations of the College. He / She is expected to follow these rules & regulations throughout his/her stay at college.

“Parents / Guardians are requested to direct their wards to observe the Rules & Discipline”

Management & Principal



*All power is within you;
you can do anything
and everything.*

***“Strength is Life
Weakness is Death”***

-Swami Vivekananda



**The purpose of education is to
make good human beings with skill
and expertise. Enlightened human
beings can be created by teachers.**

- Abdul Kalam

From the Principal's Desk

I, on behalf of the management and faculty of NEC welcome students to our college for the current academic year 2023-24. We wish you the very best in all that you seek to do and we will do our utmost to help you realize your goals and dreams.

Each student is issued a student's handbook at the beginning of the academic year and this will provide the students the opportunity to manage their pace of learning and to enable them to monitor their academic performance and progress as well as their involvement in co-curricular activities.

This handbook aims to keep pupils and parents informed of the policies and procedures pertaining to the college through the various sections on the code of conduct, discipline matters and other relevant information about the college as well as university norms.

Wishing you a great academic year

Dr. M. Sreenivasa Kumar,
Principal,
Narasaraopeta Engineering College (NEC)

PERSONAL MEMORANDA

Name:

Branch:

College Reg. Number:

Date of Birth: **Blood Group:**

Father's Name:

Occupation:

Office Phone/Mobile Number:

Mother's Name:

Occupation:

Mobile Number:

Residential Address:

Parent's Address:

.....

..... **PIN.**.....

Residential Phone (with STD code):

If staying in Hostel, Hostel Room No......

If staying with Guardian:

Name of the Guardian and Relationship:

Address:

.....

..... **PIN.**.....

Recent stamp
size Photo

Residential Phone (with STD code):

..

If staying in a rented place:

Name of the owner:

Address:

.....

..... **PIN**.....

Owner's Phone (with STD code):

I certify that all the data given by me are true.

.....
Student's signature with date

(To contact during the college working time only)

Name of the Class-in-Charge:

(Odd Semester)

Phone No.:

Name of the Class-in-Charge:

(Even Semester)

Phone No.:

Class-in-Charge:.....

Name of the Staff Counsellor:

Phone No.:

Name of the HOD:



Founder

Sri. Mittapalli Venkata Koteswara Rao, B.Sc., is the **Chairman of NEC** and is a renowned philanthropist. He has also proven his vibrant administration skills as the president of GEDS, the Promoter of Mittapalli Spinners Pvt. LTD., and as the Chairman of Mittapalli Trust which has promoted many educational institutions in Guntur District. Mr. Rao is also an Executive Member of Society for Networking for Excellence in Technical Education (SONET), Govt. of Andhra Pradesh and Treasurer of A.P. Private Engineering Colleges Managements Association (APPECMA) and President of Consortium of Private Autonomous Engineering College in AU Region. Presently Mr. Rao is also serving as Executive council member in JNTUK-Kakinada.

Mr. Chakravarthi Mittapalli, B.E., M.S.(USA), Exec.MBA (ISB), is the Vice-Chairman and Director of NEC Group of Institutions, S&C Staffing, Inc., USA. He is also the Managing Director of Mittapalli Spinners Ltd., Narasaraopet. As a successful Entrepreneur he spent 14 years in the USA and returned to India with an aim of taking the NEC Group of Institutions to the APEX. His vision is to create an accessible higher education environment to support and encourage students to expand their possibilities. Mr. Chakravarthi is also acting as the key person behind the Industry Institute interaction and the successful employment generation for the Graduates of NEC Group.



Sri. Mittapalli Ramesh Babu, B.A., is the Secretary of Group of NEC and gives guidance to the staff and students of Group of NEC through his visionary strategies. He is also a philanthropist who keeps contributing to the society through various social initiatives and events.

Dr. M. Sreenivasa Kumar, Principal, Narasaraopeta Engineering College (NEC) has obtained his B.Tech (Mechanical) from S.V.University and his M.Tech (Design) from VRCE, Nagpur University (presently VNIT, Nagpur) and Ph.D. from University of the West England, Bristol, UK in the field of Machine Vision. He is having 33 years Teaching & Research experience. He has published a large number of technical papers and participated in international conferences in India and abroad. His research areas are CAD/CAM, Computer Vision, Machine Vision, 3D Printing, Robotics, Machine design. He is interested in developing personality skills among students and staff by encouraging number of curricular & extracurricular activities and motivates all students in organizing innovative programmes.



ABOUT THE COLLEGE

Narasaraopeta Engineering College (NEC), is an engineering college for higher education in India, located in Narasaraopet, Guntur District, Andhra Pradesh, India. Established in 1998, NEC is an Autonomous Institution with permanent affiliation to JNTUK, Kakinada and is promoted and sponsored by Gayatri Educational Development Society (GEDS). The institution is approved by All India Council for Technical Education, New Delhi, and has been accredited by the National Board of Accreditation (NBA) and National Assessment and Accreditation Council (NAAC) with 'A+' Grade. The founder is **Sri. Mittapalli Venkata Koteswara Rao**, who is an influential philanthropist and industrialist in Guntur District. NEC was the first technical education institution in the Palnadu Region of Guntur district, Andhra Pradesh. In the last two decades, the institute has produced prominent engineers, bureaucrats, and leaders in the region. It has been the centre for innovation, research, and entrepreneurship.

Narasaraopeta Engineering College has awarded as “**Top 4th Private Engineering College in Andhra Pradesh as per Times of India Survey – 2021**”. The College began with 240 students has recorded exponential growth in the span of 26 years and is now a full-fledged institution functioning with 11 UG and 10 PG Courses (11 B.Tech, 8 M.Tech , MBA and MCA courses). The College has digital class rooms, State of the art Laboratories, Library and Information Centre, seminar halls, Cafeteria, convenience shop and Play grounds.

NEC believes in imparting quality education by igniting the minds of students. The College provides certification courses in diversified fields of Engineering. The College has tie up with professional bodies like, IETE, IEEE, ISTE, CSI, IE and also signed MoU with Industries.

Many Social responsibilities are embraced with pride and passion such as: Blood donation and Eye Check-up camps, organizing socially productive events, Unnat Bharat Abhiyan, etc., emphasizing on concurrent social causes, to nurture social awareness in students.

NEC provides an environment that encourages parents and family involvement. At NEC we take utmost care of the students and keep parent updated. The faculty and management are known for energy and erudition, academic achievements, teaching abilities & devotion to duty. We encourage students with special talent and inspire them in technical, social, cultural and sports activities to realize their dreams and ambitions.

VISION OF THE INSTITUTE

To emerge as a Centre of excellence in technical education with a blend of effective student centric teaching learning practices as well as research for the transformation of lives and community

MISSION OF THE INSTITUTE

M1: Provide the best class infrastructure to explore the field of engineering and research.

M2: Build a passionate and a determined team of faculty with student centric teaching, imbibing experiential, innovative skills

M3: Imbibe lifelong learning skills, entrepreneurial skills and ethical values in students for addressing societal problems. Quality Policy.

Mr. Chakravarthi Mittapalli is the Vice Chairman of NEC Group of Institutions, who looks after the transformations in engineering, technical and professional education. Mr. Chakravarthi has been acting as the key person behind the industry-institute collaboration. It is under his leadership that NEC has been selected for setting up Indo-European Skilling centres for Mechatronics and Industrial Robotics - in collaboration with APSSDC & ARC (Applied Robot Control), Germany. Mr. M.Ramesh Babu is the secretary of the College.

LOCATION

Narasaraopet is known as the gateway of Palnadu. Narasaraopet is a town in Guntur district and is on the railway line of Guntur to Guntakal. Narasaraopet is 50 Km from Guntur and 25 Km from Chilakaluripet (NH5) by road. Narasaraopet is 120 Km away from Vijayawada Airport. Kotappakonda is the site of major religious pilgrim place of Lord Siva which is located 5 Km from NEC.



NARASARAOPETA ENGINEERING COLLEGE , NARASARAOPET

GOVERNING BODY OF THE COLLEGE

The Governing Body of the college has been constituted to guide and advise the Trust in running the college efficiently and to help the Management in the developmental activities of the college and in its future planning. This body consists of Educationists, Industrialists and Administrators.

S.No	Name	Designation	Category
1	Sri. M. S. Chakravarthi	Chairman	Management
2	Sri. M. V. Koteswara Rao	Member	Management
3	Sri. M. Ramesh Babu	Member	Management
4	Sri. M. B. V. Satyanarayana	Member	Management
5	Sri. Ch. Srinivasa Rao	Member	Management
6	Sri.M.Kishore Kumar	Member	Management
7	Dr. S. N. Thirumala Rao	Member	Teachers of the College
8	Dr. D Suneel	Member	Teachers of the College
9	Sri. Sitaram Katta	Member	Industrialist
10	Sri Ashok Reddy	Member	Industrialist
11	Dr. S B Hosamani,	Member	UGC Nominee
	Vice Chancellor Rani chennamma University, Belgavi		
12	Sri. K.V.R. Babu	Member	State Govt. Nominee
	Principal, GITT, Guntur		
13	Dr. V.V. Subbarao,	Member	University Nominee
	Principal, UCEN, Narasaraopet		
14	Dr. Shakeel Ahmed,	Nominee of Society	Member (Nominee of Society)
	Joint Secretary, UGC		
15	Dr. M. Sreenivasa Kumar	Member Secretary	Principal of College

COURSES OFFERED

NEC has 11 independent departments- Civil Engineering, Electrical and Electronics Engineering, Mechanical Engineering, Electronics and Communication Engineering, Computer Science and Engineering, Information Technology, Computer Science & Engineering (Artificial Intelligence) (CSE(AI)), Computer Science & Engineering (AI & ML), Computer Science & Engineering (Data Science), Computer Science & Engineering (Cyber Security), Artificial Intelligence and Machine learning(AI & ML), Master of Business Administration, Master of Computer Applications, and Basic Sciences & Humanities. Each department has their individual blocks, Head of Departments and facilities.

Undergraduate Programmes

- B.Tech – Civil Engineering (CE)
- B.Tech – Electrical and Electronics Engineering (EEE)
- B.Tech – Mechanical Engineering (ME)
- B.Tech – Electronics and Communication Engineering (ECE)
- B.Tech – Computer Science and Engineering (CSE)
- B.Tech - Information Technology(IT)
- B.Tech – Computer Science & Engineering (Artificial Intelligence) (CSE(AI))
- B.Tech – Computer Science & Engineering (Data Science)
- B.Tech – Computer Science & Engineering (Cyber Security)
- B.Tech – Computer Science & Engineering (AI & ML)
- B.Tech- Artificial Intelligence and Machine learning(AI & ML)

Post-graduate programs

- M.Tech – Computer Science and Engineering
- M.Tech – Digital Systems and Computer Electronics
- M.Tech – Digital Electronics and Communication Systems
- M.Tech – Power and Industrial Drives
- M.Tech – VLSI & ES
- M.Tech – Thermal Engineering
- M.Tech – Machine Design
- M.Tech – Structural Engineering
- MBA (Master of Business Administration)
- MCA (Master of Computer Applications)

Program Outcomes (POs)

Engineering Graduates will be able to:

1. **Engineering knowledge:** Apply the knowledge of mathematics, science, engineering fundamentals, and an engineering specialization to the solution of complex engineering problems.
2. **Problem analysis:** Identify, formulate, review research literature, and analyze complex engineering problems reaching substantiated conclusions using first principles of mathematics, natural sciences, and engineering sciences.
3. **Design/development of solutions:** Design solutions for complex engineering problems and design system components or processes that meet the specified needs with appropriate consideration for the public health and safety, and the cultural, societal, and environmental considerations.
4. **Conduct investigations of complex problems:** Use research-based knowledge and research methods including design of experiments, analysis and interpretation of data, and synthesis of the information to provide valid conclusions.
5. **Modern tool usage:** Create, select, and apply appropriate techniques, resources, and modern engineering and IT tools including prediction and modeling to complex engineering activities with an understanding of the limitations.
6. **The engineer and society:** Apply reasoning informed by the contextual knowledge to assess societal, health, safety, legal and cultural issues and the consequent responsibilities relevant to the professional engineering practice.
7. **Environment and sustainability:** Understand the impact of the professional engineering solutions in societal and environmental contexts, and demonstrate the knowledge of, and need for sustainable development.
8. **Ethics:** Apply ethical principles and commit to professional ethics and responsibilities and norms of the engineering practice.
9. **Individual and team work:** Function effectively as an individual, and as a member or leader in diverse teams, and in multidisciplinary settings.
10. **Communication:** Communicate effectively on complex engineering activities with the engineering community and with society at large, such as, being able to comprehend and write effective reports and design documentation, make effective presentations, and give and receive clear instructions.
11. **Project management and finance:** Demonstrate knowledge and understanding of the engineering and management principles and apply these to one's own work, as a member and leader in a team, to manage projects and in multidisciplinary environments.
12. **Life-long learning:** Recognize the need for, and have the preparation and ability to engage in independent and life-long learning in the broadest context of technological change.

DEPARTMENT OF CIVIL ENGINEERING

VISION:

To be a center of excellence with state of art infrastructure and imbibe knowledge on advanced technologies in the field of Civil engineering with a focus on research and sustainable development for the benefit of society.

MISSION:

- M1:** Train the students as technologically motivated Civil engineers who can serve the society competently, collaboratively and ethically as Planners, designers, constructors and operators.
- M2:** To provide quality-based consultancy services to the communities for the development of civil engineering industry and other allied fields.
- M3:** To ignite innovative thinking, entrepreneur skills and research among students.

PROGRAM EDUCATIONAL OBJECTIVES (PEOs)

- PEO 1: Analyze and design infrastructural projects of civil engineering.
- PEO 2: Lead their teams to complete the projects ethically and sustainably.
- PEO 3: Apply innovative technologies and update skills through lifelong learning.

PROGRAM SPECIFIC OUTCOMES (PSOs)

- PSO1: To apply technical skills and modern engineering tools for civil engineering day to day practice. To participate in critical thinking and problem solving of civil engineering field that requires analytical and design requirements.
- PSO2: To pursue of lifelong learning and professional development to face the Challenging and emerging needs of our society.

DEPARTMENT OF MECHANICAL ENGINEERING

VISION:

To strive for making competent **mechanical engineering Professionals** to cater the real time needs of Industry and **Research** Organizations of high repute with **entrepreneurial skills and ethical values**.

MISSION:

M1: To train the students with **state of art infrastructure** to make them industry ready professionals and to promote them for higher studies and **research**.

M2: To employ committed **faculty** for developing competent mechanical engineering graduates to deal with **complex** problems.

M3: To support the students in developing professionalism and make them **socially** committed mechanical engineers with morals and **ethical values**.

PROGRAM EDUCATIONAL OBJECTIVES (PEOs)

PEO 1: Excel in profession with sound knowledge in mathematics and applied sciences

PEO 2: Demonstrate leadership qualities and team spirit in achieving goals

PEO 3: Pursue higher studies to ace in research and develop as entrepreneurs

PROGRAM SPECIFIC OBJECTIVES (PSOs)

PSO 1: The students will be able to apply knowledge of modern tools in manufacturing enabling to conquer the challenges of Modern Industry.

PSO 2: The students will be able to design various thermal engineering systems by applying the principles of thermal sciences.

PSO 3: The students will be able to design different mechanisms and machine components of transmission of power and automation in modern industry.

DEPARTMENT OF ELECTRICAL AND ELECTRONICS ENGINEERING

VISION:

To impart student centric education in the field of Electrical and Electronics Engineering to transform the individuals into competent engineers with a focus on research and ethics.

MISSION:

M1: To provide knowledge-based technology and infrastructure to meet the needs of industry and society.

M2: To assimilate innovation and research-oriented culture to make successful professionals and entrepreneurs.

M3: To encourage lifelong learning with ethics among the students so as to make them as responsible individuals.

PROGRAM EDUCATIONAL OBJECTIVES (PEOS)

PEO 1: Apply the science and engineering knowledge to solve complex problems of electrical and electronics engineering.

PEO 2: Continue their education to become as researchers and entrepreneurs.

PEO 3: Work effectively with high ethical values, as individuals and as team members.

PEO 4: Adopt new methodologies as lifelong learners for their career growth

PROGRAM SPECIFIC OUTCOMES (PSOs)

PSO 1: Apply appropriate techniques and modern tools in the field of Electrical and Electronics Engineering.

PSO 2: Demonstrate the sustainable development in Non-conventional Energy

DEPARTMENT OF ELECTRONICS AND COMMUNICATION ENGINEERING

VISION:

To emerge as a **centre of excellence** in Electronics and Communication Engineering through **student centric education** and **research focus** to cater the current and future needs of **society**.

MISSION:

M1: To provide best infrastructure for empowering the students with quality education to motivate them towards higher studies and **research**

M2: To provide qualified and experienced faculty for **student centric teaching** in order to mould the students as successful professionals in modern Electronics industry

M3: To inculcate leadership qualities, professional etiquette, **ethical values** and **social** responsibilities

PROGRAMME EDUCATIONAL OBJECTIVES (PEOs):

PEO 1: Demonstrate successful professional careers with strong fundamental knowledge in mathematics, science and engineering to meet real time requirements of industry.

PEO 2: Learn continuously with a focus on advanced emerging trends in the field of ECE and allied to meet the societal needs.

PEO 3: Pursue higher education leading to masters and research programmes for knowledge dissemination in profession.

PROGRAM SPECIFIC OUTCOMES (PSOs):

PSO 1: Design and develop IoT applications using Raspberry Pi, Arduino and other advanced processors.

PSO 2: Design and synthesize various circuits using latest hardware and EDA tools.

PSO 3: Design and analyse modern communication systems to meet the present and future needs of industry with cost effective solutions.

DEPARTMENT OF COMPUTER SCIENCE ENGINEERING

VISION:

To become a centre of excellence in nurturing the quality computer science & engineering professionals embedded with software knowledge, aptitude for research and ethical values to cater to the needs of industry and society.

MISSION:

- M1:** Mould the students to become software Professionals, researchers and entrepreneurs by providing advanced laboratories.
- M2:** Impart high quality professional training to get expertize in modern software tools and technologies to cater to the real time requirements of the industry.
- M3:** Inculcate team work and lifelong learning among students with a sense of societal and ethical responsibilities.

PROGRAMME EDUCATIONAL OBJECTIVES (PEOs):

- PEO 1:** Apply the knowledge of mathematics, science and engineering fundamentals to identify and solve computer science and engineering problems.
- PEO 2:** Use various software tools and technologies to solve problems related to academia, industry and society.
- PEO 3:** Work with ethical and moral values in the multi-disciplinary teams and can communicate effectively among team members with continuous learning.
- PEO 4:** Pursue higher studies and develop their career in software industry.

PROGRAM SPECIFIC OUTCOMES (PSOs)

- PSO 1:** Apply mathematical and scientific skills in numerous areas of computer science and Engineering to design and develop software based systems.
- PSO 2:** Acquaint module knowledge on emerging trends of modern era in Computer Science and Engineering
- PSO 3:** Promote novel applications that meet the needs of entrepreneur, environmental and social issues.

DEPARTMENT OF INFORMATION TECHNOLOGY

VISION:

To transform into a research and technological hub to develop prominent IT professionals to serve the needs of industry and society.

MISSION:

M1: Induce preliminary and contemporary IT principles of the industry among the students.

M2: Develop strong force of students to solve the real time problems of the IT industry.

M3: Incubate the students with emerging entrepreneur intelligence.

PROGRAM EDUCATIONAL OBJECTIVES (PEOs):

PEO 1: Apply the knowledge of mathematics, science and engineering fundamentals to identify and solve IT and engineering problems.

PEO 2: Use various software tools and technologies to solve problems related to academia, industry and society.

PEO 3: Work with ethical and moral values in the multi-disciplinary teams and can communicate effectively among team members with continuous learning.

PEO 4: Pursue higher studies and develop their career in software industry.

PROGRAM SPECIFIC OUTCOMES (PSOs):

PSO 1: Ability to understand, analyse and develop computer programs in the areas related to Algorithms, system software, application software, web design, big data analytics, database design and networking for efficient design of computer-based systems of varying complexity.

PSO 2: Design, Implement and evaluate a computer-based system to meet desired needs.

PSO 3: Develop IT application services with the help of different current engineering tools.

DEPARTMENT OF CSE (AI)

VISION

To be renowned department that imparts creative, learning and research skills to students in the domain of artificial intelligence.

MISSION

- M1: To establish high performance computational facilities and tools to develop innovative and intelligent solutions.
- M2: To collaborate with renowned companies for multidisciplinary research and development.
- M3: To guide the students in learning and creative for developing intelligent technology based solutions to societal problems.

PROGRAM EDUCATIONAL OBJECTIVES (PEOs)

- PEO1:** To Formulate, analyze and solve Engineering problems with strong foundation in Mathematical, Scientific, Engineering fundamentals and modern computing practices through advanced curriculum.
- PEO2:** Analyze the requirements, realize the technical specification and design the Engineering solutions by applying artificial intelligence theory and principles.
- PEO3:** Demonstrate technical skills, competency in AI and promote collaborative learning and team work spirit through multi -disciplinary projects and diverse professional activities.
- PEO4:** Equip the graduates with strong knowledge, competence and soft skills that allows them to contribute ethically to the needs of society and accomplish sustainable progress in the emerging computing technologies through life-long learning.

PROGRAM SPECIFIC OUTCOMES (PSOs)

- PSO 1:** Ability to understand, analyse and demonstrate the knowledge of human cognition, Artificial Intelligence, Machine Learning and data engineering in terms of real world problems to meet the challenges of the future.
- PSO 2:** Ability to develop computational knowledge and project development skills using innovative tools and techniques to solve problems in the areas related to Deep Learning, Machine learning, Artificial Intelligence.
- PSO 3:** Ability to lead a product development company/team and use the acquired knowledge to identify real-world research problems.

ADMINISTRATIVE COMMITTEES

1. Admission Committee
2. Timetable Committee
3. Examination Committee
4. Anti-Ragging Committee
5. Disciplinary Committee
6. Extra-Curricular Activities Committee
7. Library Committee
8. Grievance and Redressal Committee
9. Student welfare Committee
10. Women Protection & Empowerment Committee
11. Sexual Harassment Prevention Committee
12. Hostel Committee
13. SC/ST Committee
14. IQAC
15. Industry Institute Interaction Committee (IIIC)
16. Intellectual Property Rights Committee (IPR)
17. Internal Complaints Committee
18. Social Media Committee
19. Transport Committee
20. Institutional Innovation Committee (IIC)
21. Canteen Committee
22. Entrepreneurship Development Committee
23. Sports Committee

ANTI-RAGGING COMMITTEE:**Don't "RAG" also, don't be mute witness to "RAGGING"**

The Anti-Ragging Committee, as constituted by the Principal and headed by students affairs advisors shall examine all complaints of anti-ragging and come out with the recommendation based on the nature of the incident. The committee shall be headed by student's affairs advisors and the members should consist of, the Deans, Student Counselors, Faculty Advisors, and Chairperson of the concerned Department.

S.No.	Name of the Staff Member	Designation	Dept.	Designation in the Committee	Ph.No.
1	Dr.M.SREENIVASA KUMAR	Principal	ME	Chairman	9440757039
2	Dr.P. NAGA SOWJANYA	Assoc.Prof. & HOD	Civil	Member	8897170424
3	Dr.P.LAKSHMANAN	Prof. & HOD	EEE	Member	9494990832
4	Dr.S.B.VENKATA SIVA	Prof. & HOD	ME	Member	9692464540
5	Dr. V. VENKATA RAO	Prof. & HOD	ECE	Member	9441127485
6	Dr. S.N.TIRUMALA RAO	Prof. & HOD	CSE	Member	9885271324
7	Dr.K.P.LAKSHMI	Prof. & HOD	BS&H	Member	9296805205
8	Dr. Y.SIVA REDDY	Prof. & HOD	MBA	Member	9703037778
9	Mrs.M.MAMATHA	Assoc. Prof & Ic HOD	MCA	Member	8328551220
10	Dr.T.V.S.M.MOHAN BABU	Professor in Physics	BS&H	Member	9010197402
11	Mr.G.L.V.RAMANA MURTHY	-	-	Advocate	9848122607
12	Mr.G.V.V.M.PRASAD	Sr.Asst.	Admin. Office	Parent	9963502245
13	Mr.P.SRINIVASA RAO	Asst. Prof.	ME	Parent	9949841040
14	G.VISHNU GOVARDHAN REDDY	-	-	Student	
15	T.ARUN KUMAR REDDY	-	-	Student	

ANTI RAGGING SQUAD

To render assistance to students, an Anti-Ragging Squad, which is a smaller body, has also been constituted consisting of various members of the campus community. The said Squad shall keep a vigil on ragging incidents taking place in the community and undertake patrolling functions. Students may note that the Squad is active and alert at all times and are empowered to inspect places of potential ragging, and also make surprise raids in hostels and other hotspots in the Institute. The Squad can also investigate incidents of ragging and make recommendations to the Anti-Ragging Committee and shall work under the guidance of the Anti-Ragging Committee.

1	Dr.A.V.Nageswara Rao	Assoc. Prof	ECE	Convener	9440664462
2	Dr.K.Neeraja	Asst. Prof.	BS&H	Member	9441619226
3	P.D.V.S.K.Kishore	Asst. Prof.	EEE	Member	9440742214
4	J. Narasimha Rao	Asst. Prof.	ECE	Member	9703632376
5	Sk.Kareem Basha	Asst. Prof.	MBA	Member	9705597046
6	L.Krishna Reddy (PD)	Asst. Prof.	BS&H	Member	9949423671
7	M.Satyam Reddy	Asst. Prof.	CSE	Member	9618485861
8	K.V.Pratap	Asst. Prof.	Civil	Member	9247143439
9	K.Venkatesh	Asst. Prof.	Civil	Member	9505339011
10	K.John Babu	Asst. Prof.	ME	Member	9502119613
11	J.Sravanthi	Asst. Prof.	ECE	Member	9063259203
12	Sd.Salma	Asst. Prof.	MBA	Member	9703678556
13	Y.Suresh	Asst. Prof.	CSE	Member	9704891100
14	CVD Staff			Mobile	
15	CVD Staff			Gate	
16	CVD Staff			Canteen	

FUNCTIONS OF ANTI-RAGGING COMMITTEE:

- ❖ To uphold and comply with the directions of the Hon'ble Supreme Court and be vigilant on any acts amounting to ragging.
- ❖ To publicize to all students and prevalent directives and the actions that can be taken against those indulging in ragging.
- ❖ To consider the complaints received from the students and conduct enquiry and submit report to the Anti- Ragging Committee along with punishment recommended for the offenders.
- ❖ Oversee the procedure of obtaining undertaking from the students in accordance with the provisions;
- ❖ Conduct workshops against ragging menace and orient the students.

- ❖ To provide students the information pertaining to contact address and telephone numbers of the person(s) identified to receive complaints/distress calls.
- ❖ To offer services of counseling and create awareness to the students.
- ❖ To take all necessary measures for prevention of Ragging inside the Campus/ Hostels.
- ❖ To sensitize SMS (Social Distance-Mask-Sanitize) Rule in the campus.
- ❖ To bring awareness on COVID safety measures to students followed in campus, at canteen, labs and Library.

Punishments against Ragging

Depending upon the nature and gravity of the offense as established by the Anti-Ragging Committee of the Institution, the possible punishments for those found guilty or ragging shall be any one or any combination of the following:

- Suspension from attending classes and academic privileges
- Withholding / withdrawing scholarship/fellowship and other benefits
- Forfeiting Campus Placement opportunities/recommendations
- Debarring from appealing in any test/examination or other evaluation process
- Withholding of results
- Debarring from representing the institution in any regional, national or international meet, tournament, youth festival etc.
- Suspension/expulsion from the hostel
- Cancellation of Admission
- Rustication from the institution for a period, ranging from 1 to 3 years
- Expulsion from the institution and consequent debarring from admission to any other institution for a specific period
- Fine of Rupees 25,000/-

In addition, in case of every single incident of ragging, an FIR (First Information Report) will be filed with the local police authorities. The possible punishment includes rigorous Imprisonment (in compliance with the order of Supreme Court of India)

DISCIPLINARY COMMITTEE:

Disciplinary Committee will ensure that students obey rules and remain orderly and Peaceful in the pursuant of educational objectives in the organization.

FUNCTIONS OF DISCIPLINARY COMMITTEE

S.No.	Name of the Staff Member	Designation	Dept.	Designation in the Committee	Ph.No.
1	Dr.M.Sreenivasa Kumar	Principal	ME	Chairman	9440757039
2	Dr.V.Venkata Rao	HOD	ECE	Convenor	9441127485
3	Dr.D.Suneel	Vice-Principal	ME	Member	9441895535
4	Dr.S.N.Tirumala Rao	HOD	CSE	Member	9885271324
5	Dr.P.Lakshmanan	HOD	EEE	Member	9494990832
6	Dr.B.Venkata Siva	HOD	ME	Member	9692464540
7	Dr.G.Syam Prasad	HOD	IT & CSE(AI)	Member	9989834447
8	Dr.B.Jhansi Vazram	Prof.	CSE	Member	9908888519
9	Dr.P.Pattabhi Ram	HOD	MBA	Member	8897373488
10	Dr.G.L.N.Jayaprada	Assoc.Prof	CSE	Member	9848891421
11	Dr.K.Raju	Prof.	ECE	Member	9493451237
12	SK.MD.Shareef	Assoc.Prof	EEE	Member	9849649445
13	P.S.S.Chakravarthy	Assoc.Prof	ECE	Member	9885854901
14	K.Anil Kumar	Asst.Prof	CIVIL	Member	9505165951
15	Dr.D.Jagadish	Prof.	ME	Member	9885419504
16	Dr.G.Dharmaiah	Assoc.Prof	BS&H	Member	9100265109
17	Dr.K.Lakshmi nadh	Prof.	CSE	Member	7981815225
18	T.Mallikharjuna Rao	Assoc.Prof	MBA	Member	9866271536
19	M.Mamatha	HOD	MCA	Member	8328551220
20	V.Aruna	Assoc.Prof	BS&H	Member	8106306313
21	M.Prasad	Asst.Prof	BS&H	Member	9885466378
22	Dr.P.N.Sowjanya	HOD	CIVIL	Member	8124363645
23	Dr.K.P.Lakshmi	HOD	BS&H	Member	9296805205

1. Student must abide by the rules and regulations framed by the college from time to time.
2. The student is expected to read the notices put up on the notice board of the college regularly. The college is not responsible for any loss or damage caused to the student due to his failure to read the notices from time to time.
3. To maintain and enforce strict discipline and to ensure calm and peaceful academic atmosphere within the college campus.

4. To ensure all the students should wear their ID Cards while they are in the campus and their respective class rooms & Labs.
5. To monitor the movement of the students in the college and prevent students movement around in the corridors during the college working hours.
6. To ensure that students maintain complete discipline in the labs and classrooms.
7. If any damage is caused to the college property by any student / group of students, the cost of the same will be recovered with a fine from the said student / group of this will be followed by disciplinary action.
8. To avoid physical conflict among students.
9. To conduct enquiries on report of in-disciplinary activities among students
10. To initiate model actions against students involved in in-disciplinary activities
11. In case of any misbehavior or violation of the college rules, the action will be taken after a through enquiry by Disciplinary Committee Members.
12. In case of any violation of dress code or disturbance in the class, the ID card will be confiscated from the student which will be handed over to the student on the same day with a warning and advice from the Disciplinary Committee Members.

STUDENT CLUBS

College conducts functions in the college with the aim of bringing out the artistic talent of the students and to boost up their morale. Students have their own hobby clubs and societies. The focus of these clubs primarily is to help the students explore their hidden talent in the respective fields like art, photography etc. The different clubs are-

1. Vivekananda Study Circle
2. Bhuvana Vijayam Club
3. Painting and Photography club
4. Dance Club
5. CODE Club

PROFESSIONAL STUDENT CHAPTER

The students are encouraged to become the member of these bodies to help broaden their skills and horizons. These student bodies not only help the students explore their hidden talent but also help in areas such as personality development and inculcating in the students the spirit of organization by providing them with a platform for hosting their talents.

The focus of these technical societies primarily is to help the students gain practical as well as theoretical technical knowledge.

1. ISTE 2. IETE 3. CSI 4. IEEE 5. IE(I)

NATIONAL SERVICE SCHEME (NSS)

It brings our academic institutions closer to the society. It is a link between the campus and community. The overall aim of NSS is the Personality Development of students through community service.

The NSS unit of NEC contributes towards National Service Scheme activities like blood donation, relief work during natural calamities and helping illiterate people in the adjoining areas to become self-reliant.

NATIONAL CADET CORPS:

NCC stands for **National Cadet Corps**. It is the Military cadet corps of India that provides basic military training to the students of schools and colleges. It comprises Army, Navy and Air Force. It aims to groom students into disciplined and patriotic citizens. Students are encouraged to enroll in NCC Battalion-23(A) BN NCC- Chirala.

RULES AND REGULATIONS TO BE OBSERVED IN THE COLLEGE

Narasaraopeta Engineering College is imparting the best technical education and also inculcates discipline among the students so that they are trained as excellent engineers.

General:

1. **Dress code** (Uniform + Tuck in + Shoes + ID Card) must be adhered strictly in class rooms and laboratories during regular working days, special classes, assessment tests, end semester examinations, project sessions and any other activity inside the college campus.

Saturday: The students are expected to maintain a decent dress code on Saturdays.

Boys: Formal Trousers, formal Shirt with formal Shoes (Jeans pant and Jeans shirts to be avoided).

Girls: Chudidhars with Dhupatta properly pinned on both sides. Girls are advised to use proper hair clips and not to flaunt loose hair.

2. The College normally works from 9.00 am to 5.00 pm.
3. Students are required to be regular and punctual to the classes. Students are expected to be in the class at least 5 minutes before the commencement of the period. This applies to day scholars as well as hostel students.

4. Students should be attentive in the class. They should bring calculators every day and drawing instruments and charts whenever needed. Observation notebook should also be brought to the laboratory classes regularly. Record of experiments done in a particular class should be submitted in the next laboratory class. Those who do not submit assignments and record note books in time will not be eligible for attendance.
5. Use of mobile phones inside the class rooms, laboratory, seminar halls, library, workshop or during formal meeting is strictly prohibited. Phones if possessed have to be only in switched off mode.
Using mobile phone for playing video games, viewing movies, listening to songs etc. anywhere, anytime inside the campus during college hours will lead to the confiscation of mobile phones.
Electronic gadgets and mobile phones (whether in ON or OFF mode) inside the examination hall will be confiscated.
6. Entry into and exit from the College and hostel should only be through designated points / gates.
7. Possession or consumption of alcohol or any form of narcotic drugs or smoking in any form is strictly prohibited.
8. Students forming unnecessary group, organizing, supporting, involving in the protest, demands if any, manhandling among the students, inviting support of outsiders for any reasons, use of digital mode for such issues, give hindrance to smooth functioning of college system in any manner are strictly prohibited and will lead to severe disciplinary action.
9. Students are advised to contact class in charge, class counselor, HOD, Dean or the Principal in case they need any special requirement.
10. If day scholars remain in the campus after the college hours for attending special classes / laboratory / sports activities / co-curricular activities, library etc., they are expected to remain in the respective area only.

Identity Card:

1. Students should wear their identity card inside the campus and in the College Bus.
2. Identity Card relates to individual identity only and should not be misused by others. If misused, strict disciplinary action will be taken.
3. Loss / Damage / Defaced identity cards should be reported immediately in writing to the Principal and fresh ID card may be obtained from the administration department by paying

the prescribed fees.

4. In case, the original ID card is not brought for Unit tests / Examinations / End semester Examinations, students can secure temporary ID card from the admin. office by paying the prescribed charges. The validity of this temporary ID card is for that day only.

Transport:

1. NEC offers a comfortable and convenient transport facility to all its students and staff. Separate buses are provided for men and women adequately covering all significant locations in their routes. Bus facilities are available to local areas as well to nearby towns.
2. The number of buses is being increased corresponding to the increase in the intake of students.

Bus pass and Transportation:

- Students who possess the valid bus pass only are permitted to avail the college bus facilities.
- The students who wish to avail college bus facilities may remit transport charges and to apply for the bus pass within due date.
- The valid bus passes to be produced on demand to the authorities at any time. Bus fee receipt in lieu of bus pass is not accepted.
- Loss or damage of college bus pass to be intimated to the Principal in writing and fresh bus pass may be obtained from the transport department by paying the prescribed fees.
- Possession of self-made/Xeroxed/fake bus pass will be viewed seriously and strict disciplinary action will be taken in such cases.
- Mobile phone and any other electronic gadgets to be used with head phone only and should not cause any disturbance to the co-travelers.
- The seating arrangements allotted for the girl students, boy students and for the staff to be followed.
- The instructions given by the Bus in-charge, faculty and staff members traveling in the college bus, should be strictly followed.
- Discipline and good manners should be maintained in the college bus.

Use of personal Two wheelers/ cars:

Students are strongly advised to avoid driving two wheelers or cars to commute, since driving is highly risky. Two wheelers / cars are not allowed inside the campus.

TRAINING AND PLACEMENT:

A dedicated placement and training cell is functioning effectively, arranging for extensive training and value added programs by experts and also for recruitment by reputed companies.

The Placement Assistance Program

The Placement cell at NEC facilitates the placement of student's besides collaborating with leading organizations and institutes in setting up of internship and training programs. The office also liaises with various industrial establishments, corporate houses etc., for conducting on-campus interviews.

The Training & Development Cell

The Training & development Wing is an integral part of NEC's Training and placement Cell. Professionals from various partner institutes train students in the latest technologies, industry features. Soft skills like spoken English, employability skills, aptitude, and personality development are also imparted. Further, Workshops are conducted on important industry tools. The cell conducts regular group discussions, resume drafting, tests and mock interviews.

LIBRARY:

1. The College Library possesses a collection of over 65248 volumes, 7880 titles on various disciplines of Engineering and other subjects. The library subscribes to 60 national and IEEE ASPP – 211, DELNET, N-LIST international print and E-journals for the use of faculty and students.
2. All students and staff are members of the college library

The rules to be observed are given below. The unique aim of framing these rules is to ensure the library usage is to its fullest extent.

1. All members shall sign in the register provided at the entrance as a token of their acceptance to adhere to the rules of the library.
2. Under no circumstances, personal books, files and other articles (except a small note book or loose sheets of paper) will be allowed inside the library.
3. Strict silence shall always be maintained in the library.
4. Any marking or writing in the books by the members is strictly prohibited.
5. Members are solely responsible for any damage caused to the books or other property in the library and in that case, they must make arrangement to replace them.

6. Misbehaviour in the library will lead to cancellation of membership and also to serious disciplinary action.
7. Use of mobile phones not permitted inside the Library. If possessed it should in SWITCHED OFF mode.
8. Notwithstanding these rules, in all matters, the decision of the authorities of this institution will be final.

Library Resources

Particulars	Total
No. of Volumes	65248
No. of Titles	7880
Periodicals	04
National Journals	60
National Magazines	10
International Journals	IEEE ASPP- 211 , DELNET, N-LIST
Databases	DELNET, N-List
Project Reports	1914
CD-ROMS	950
Institutional Member:	DELNET, NPTEL, E-Shodhsindhu, National Digital Library

Library Infrastructure

Carpet Area	1100 sq.mts.
No. of Seats in Reading Space	200
Users per day	180
Library Timings	8:00AM -6:00 PM
No. of staff in Library	3
Library Software	LIBSYS 3.4.6
Barcoding using or not	yes
Searching System (OPAC)	yes

HOSTELS:

There are two separate hostels with A/C and non A/C rooms inside the campus. One is for boys and other is for girls. To monitor and improve the facilities in the hostel and also to maintain the healthy and hygienic food to the inmates, a committee is formed. The committee will periodically to visit the hostel and have meeting with the hostlers to know their problems.

RULES AND PROCEDURES IN BOYS & GIRLS HOSTEL

1. Application for admission to the Hostel must be made in the prescribed form, which is available in the Hostel office.
2. Accommodation would be provided only after paying the requisite fees as decided by the college from time to time.
3. All charges and rents prescribed in the application form or any other documents are subject to change as per the decision of the Institute authorities without prior notice.
4. Once the prescribed fee is been paid within the due date, then the student becomes the occupant of the hostel.
5. No student will be allowed to stay in the Hostel without formal admission. The Hostel administration has the right to refuse admission to any one and/or withdraw permission already granted, if it is found that he/she has submitted incorrect information.
6. At the time of admission every student has to submit a written undertaking in the prescribed form, countersigned by his/her parent/guardian, to the extent that she would abide by the rules and regulations of the Hostel.
7. At the time of admission of a student into the Hostel and at the beginning of every year, each resident is required to submit a duly filled in prescribed Personal Data Form, containing the current address, mobile and/or the telephone number and the e-mail address of the parents/guardian. Any change in this information at any point of time has to be intimated to the Hostel office in writing.
8. The Hostel Management will generally provide a minimum set of furniture and fittings in each room, consisting of a cot for each inmate as well as table, ceiling fan with regulator and reasonable light fitting.
9. Students suffering from contagious disease will not be allowed to stay at hostel. Decision of the Warden in this regard will be final and binding.
10. Students must occupy the respective room allotted to them.
11. Rooms once allotted to the students for an academic year will not be changed except under special situations.
12. Under no circumstances the inmates should exchange rooms without the knowledge of the Hostel warden.
13. Inmates shall respect the equal rights of their roommates
14. All the residents of hostels must register their attendance daily at specified timings in the installed biometric devices.
15. Residents of hostels are not allowed to stay in hostel during college hours and in case of sickness etc, prior written permission must be taken from Incharge of Hostel.

VISITORS

1. Any visitor is allowed enter into the Hostel up to the visitors' room only. All visitors to the Hostel including the parents/guardians will have to make necessary entries in the Visitors' Book available at the Hostel entrance with the security guards.
2. The visit of male students to the Girl's Hostel and vice versa is strictly prohibited.
3. Violation of this rule will lead to severe penalty and punishment as decided by the Hostel and Institute Authorities.
4. Any visitor found inside the hostels after 6.00 P.M shall be sent out by the security and the hosteller permitting such unauthorized guest will be penalised.

RAGGING:

1. Ragging in any form is banned. Severe punishment, including expulsion from the Hostel and the Institute, shall be imposed on any resident if she is found to have indulged in ragging.
2. Any resident, for that matter any person / student, if are witnesses to an incident of ragging, must report the same immediately to the Hostel Authorities and/or Institute Authorities. Failure to do so shall be considered as a serious offence and shall be dealt with at par with the perpetrators of ragging.

MATTERS RELATED TO TIMING AND ABSENCE FROM HOSTELS

1. Students should be present within the Hostel premises between 5:00 PM to 8.30 AM.
2. No student is permitted to stay outside the Hostel during this time without the written permission of the Warden. Violation of this rule will invite strict disciplinary action on her/him.
3. Except during vacations, residents shall be allowed to go home only if there is a written request for the same from self /parent/guardian citing genuine grounds and consented by Head of the department/programme coordinator/student counsellor she belongs.
4. If any second/third year student needs permission for coaching outside the institute like GRE/TOFEL/CAT/GATE should submit a letter by their parents personally to the hostel warden. No permission will be given through phones.
5. If any hosteller goes outside the college campus without any prior information to the hostel management during/after college timings hostel registration will be cancelled immediately and disciplinary action will be taken on her/him by the Institute.

SPORTS

To promote games among the students, a sports day is conducted. An inter-department sports meet is held involving all students. The sports day event includes sports such as Cricket, Volley Ball, Basket Ball, Kabaddi, Badminton and indoor games like Chess, Carrom & Table Tennis.

The college provides various opportunities for students interested in sports and games and the students participating in such activities should avoid the following behaviour:

- a) Not turning up for the selection to a particular sport/game and later requesting for inclusion.
- b) Misbehaving in the tournaments conducted both on campus as well as off campus.
- c) Causing unnecessary physical or mental harm to team members or any opponents.
- d) Not following the dress code.
- e) Not turning up for the practice sessions as per the schedule.
- f) Damaging or misuse of sports material in the custody of college sports department.
- g) Not returning sport material on time after usage.

FEE/SCHOLARSHIP REGULATIONS:

- a) College fee should be paid within the prescribed due date. Failing to pay within the prescribed date will invite penalty/interest.
- b) Eligible students should apply for various scholarships on their own knowing the last date which is informed through circulars.
- c) Scholarship information reaching college officially are only announced in the college. It is the duty of students to view the notice board periodically.
- d) College is not held responsible to provide the information of Scholarships from central/state government/NGO and any other organizations that are not officially communicated to the college.
- e) College officially receiving the scholarship/grant/fee concessions sanctioned to students from central/state government/NGO and any other organizations is adjusted to college fee.

Parent Teachers Meet:

In order to help students to perform well in academic, it is very important to have good communication between parents and faculties. Therefore, PTMs are conducted in every semester after the announcement of Results.

ACADEMIC REGULATIONS (R-20)

1. AWARD OF THE DEGREE:

For Regular and LES students

A student will be declared eligible for the award of B. Tech. degree if he/she fulfils the following:

- (a) Pursues a course of study in not less than four and not more than eight academic years for regular students. For LES students, pursue a course of study for not less than three academic years and not more than six academic years counted from the academic year of admission.
- (b) He/she shall forfeit their seat in B. Tech course and their admission stands cancelled after eight academic years for regular students and six academic years for LES students starting from the academic year of admission.
- (c) Registers for 160 credits and must secure all the 160 credits for Regular students. Registers for 121 credits and must secure all the 121 credits for LES students
- (d) **A student shall be eligible for the award of B.Tech. degree with Honors or Minor if he/she earns 20 credits in addition to the 160/121 credits. For full details regarding Honors or Minor degree program, please refer Honors or Minor degree program section of the R20 Regulations. A student shall be permitted to register either for Honors or for Minor and not for both simultaneously.**

DISTRIBUTION AND WEIGHTAGE OF MARKS

The performance of a student in each semester shall be evaluated subject – wise with a maximum of 100 marks for Theory, 50 marks for Practical Subject / Mini Project and 50 marks for Practical Training / Internship. The Project Work shall be evaluated for 200 marks.

THEORY

For all theory subjects consisting of 5 units in each subject, the assessment shall be for 30 marks through internal evaluation and 70 marks through external end semester examination of 3 hours duration.

INTERNAL EVALUATION

Internal evaluation is based on two **Cycle** examinations. Each **Cycle** consists of three components.

1) **Assignment Test – 1 (A1):**

A1 will be conducted after the completion of 1st unit of syllabus. 5 or 6 questions will be given to students before 1 week of the commencement of the test. On the day of test each student will be given two questions at random. A1 will be evaluated for 05 marks.

2) **Quiz - 1(Q1):**

After the first two and half Units of syllabus is over along with the descriptive test, online quiz test will be conducted for 20 marks and scaled down to 10 marks.

3) **Descriptive Test – 1(D1):**

Along with the Q1, a descriptive test will be conducted for 25 marks and scaled down to 15 marks. One 10 marks question from unit 1, one 10 marks question from unit 2, and one 5 marks question from first half of 3rd unit will be given.

Cycle–I final marks = A1 (05 marks) + Q1 (10 marks) + D1 (15 marks) = 30 marks

In the similar manner, Cycle–II Examination will be conducted as follows:

A2 test will be conducted after 3.5 units of syllabus (covering syllabus from 2.5 to 3.5 units). Q2 and D2 will be conducted after 5th unit is over. For D2, one 5 marks question will be given from second half of third unit, two 10 marks questions will be given each from units 4 and 5.

Cycle–II final marks = A2 + Q2 + D2 = 30 Marks.

Final internal marks will be computed as **80 % of best cycle marks + 20% of least cycle marks**

EXTERNAL EVALUATION

External theory examination Question Paper will have the following format.
Five Questions will be given with internal choice from each 5 units of syllabus.
5 Questions X 14 Marks = 70 Marks

PRACTICALS

INTERNAL EVALUATION

There shall be continuous evaluation during the semester for 15 internal marks. The internal marks shall be awarded as follows:

i)

Day

to day performance: Record (2M) + Experiment (2M)+ Viva (1M) - 05 Marks

ii) Internal Lab Test: 10 Marks Total = i +ii = 05+10 = 15 Marks.

EXTERNAL EVALUATION

For practical subjects there shall be an external examination at the end of the semester for 35 marks in the presence of external examiner. The examination duration is 3 hours.

DRAWING SUBJECTS

For the subject having design and / or drawing, (such as Engineering Graphics, Engineering Drawing etc.,) and estimation, the distribution shall be 30 marks for Internal Evaluation and 70 marks for End Examination.

The 30 internal marks will be evaluated as follows:

Internal Tests: 15 marks. (1½ hour duration)

Day – to – day work: 15 marks (evaluation of charts)

In the internal test, 3 questions will be given to the student and he has to answer all the three questions (3 x 05 M = 15M)

There shall be two internal tests in a semester. The sum of 80% of the best and 20% of the least of two internal tests shall be considered for the award of internal marks.

PASS MARK CRITERIA

A student shall be deemed to have satisfied the pass mark, if he secures not less than 35% of marks in the end examinations and a minimum of 40% of marks in the sum total of the internal evaluation and end examination taken together as detailed below.

S.No	Category of Subject	Max. Marks	Internal Marks	External Marks	External pass %	External pass mark	Overall pass %	Overall pass mark
1	Theory/ Drawing	100	30	70	35	25	40	40
2	Practical	50	15	35	35	12	40	20

On passing a course of a program, the student shall earn the credits as assigned to that course.

Attendance Requirements:

- A student shall be eligible to appear for end semester examinations if he/she acquires a minimum of 75% of attendance in aggregate of all the subjects in a semester.
- Shortage of Attendance below 65% in aggregate shall in NO case be condoned.
- Condonation for shortage of attendance in aggregate up to 10% (65% and above and below 75%) in each semester may be granted by the College Academic Committee.

- iv. Students whose shortage of attendance is not condoned in any semester are not eligible to take their end semester examination of that class and their registration shall stand cancelled.
- v. A student will not be promoted to the next semester unless he satisfies the attendance requirements of the present semester, as applicable. They may seek readmission for that semester when offered next.
- vi. A stipulated fee shall be payable towards condonation of shortage of attendance to the college. (a)
A student is eligible to write the end semester examinations if he acquires a minimum of 50% in each subject and 75% of attendance in aggregate of all the subjects.

Promotion Rules:

A student shall be promoted from first year to second year if he fulfils the minimum attendance requirements.

- a) A student will be promoted from II year to III year if he fulfils the academic requirement of 40% of credits up to II year II-Semester from all the examinations, whether or not the candidate takes the examinations and secures prescribed minimum attendance in II year II semester.
- b) A student shall be promoted from III year to IV year if he fulfils the academic requirements of 40% of the credits up to III year II semester from all the examinations, whether or not the candidate takes the examinations and secures prescribed minimum attendance in III year II semester.

Grading:

After each subject is evaluated for 100 marks, the marks obtained in each subject will be converted to a corresponding letter grade as given below, depending on the range in which the marks obtained by the student fall.

Marks Range	Level	Letter Grade	Grade Point
≥ 90	Outstanding	A+	10
80-89	Excellent	A	9
70-79	Very Good	B	8
60-69	Good	C	7
50-59	Fair	D	6
40-49	Satisfactory	E	5
< 40	Fail	F	0
-	Absent	AB	0
-	Malpractice	MP	-

Calculation of Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

- i. The Semester Grade Point Average (SGPA) is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e.

$$SGPA = \Sigma (C_i \times G_i) / \Sigma C_i$$

Where, C_i is the number of credits of the i^{th} subject and G_i is the grade point scored by the student in the i^{th} course

- ii. The Cumulative Grade Point Average (CGPA) will be computed in the same manner taking into account all the courses undergone by a student over all the semesters of a program, i.e.

$$CGPA = \Sigma (C_i \times S_i) / \Sigma C_i$$

Where ' S_i ' is the SGPA of the i^{th} semester and C_i is the total number of credits in that semester

- iii. Both SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.
- iv. SGPA & CGPA will be calculated for those candidates who have passed all the subjects in that or up to that semester respectively.
- v. *Grade Point*: It is a numerical weight allotted to each letter grade on a 10-point scale.
- vi. *Letter Grade*: It is an index of the performance of students in a said course. Grades are denoted by letters A+, A, B, C, D, E and F.
- vii. As per AICTE regulations, conversion of CGPA into equivalent percentage as follows:

$$\text{Equivalent Percentage} = (CGPA - 0.75) \times 10$$

Award of Class:

After a student has satisfied the requirements prescribed for the completion of the program and is eligible for the award of B. Tech. degree, he/she shall be placed in one of the following:

Class Awarded	CGPA Secured
First Class with Distinction	≥ 7.75 (With No subject failures)
First Class	≥ 6.75 (With subject failures)
Second Class	≥ 5.75
Pass Class	≥ 4.75 & < 5.75
FAIL	< 4.75

Ragging

Act 26 of 1997

Ragging within or outside of the Educational Institution is Prohibited

Teasing
Embarrassing and
Humiliation

6 Months



+

Rs. 1,000/-

Assaulting or using
criminal force or
criminal intimidation

1 Year



+

Rs. 2,000/-

Wrongfully
restraining or confining
or causing hurt

2 Years



+

Rs. 5,000/-

Causing grievous hurt,
kidnaping or rape or committing
unnatural offence

5 Years



+

Rs. 10,000/-

Causing death or
abetting suicide

10 Years



+

Rs. 20,000/-



NARASARAOPETA
ENGINEERING COLLEGE
(AUTONOMOUS)